

~~SECRET~~**ROUTING AND RECORD SHEET****SUBJECT:** (Optional)

IC Staff/OMB 1989/90 Budget Hearings

FROM:

C/MS/DDA

EXTENSION**NO.**

DA 87-1645

**DATE**

10 August 1987

TO: (Officer designation, room number, and building)**DATE****RECEIVED****FORWARDED****OFFICER'S INITIALS****COMMENTS** (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. OL/B&F and Planning Officers

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~~SECRET~~DA 87-1645
7 August 1987

MEMORANDUM FOR: DA Budget and Planning Officers

FROM:

Chief, DA Management Staff

SUBJECT: IC Staff/OMB 1989/90 Budget Hearings

REFERENCES: A. COMPT 87-1037; Same subject, dtd 5 August 87
B. DA 87-1376; Subject: Guidance for the 1989/90
OMB Budget Estimates Submission, dtd 1 July 87

1. As noted in the attached reference (Attachment A), IC Staff/OMB hearings on our 1989/90 budget request will take place during 8-18 September. I expect that the DDA will handle our Directorate presentation (11 September) as he did last year, and our Staff will pull together the majority of his briefing.

2. We will need you to provide us lists of your major FY 1987 accomplishments by 21 August. You will be able to update them to include year-end activities for the Congressional Budget exercise and the DCI's Annual Report. I'm hoping to save everyone some work by doing as much of this as possible at one time, eliminating the multiple taskings of previous years. Last year's list is attached (Attachment B) as a guide to what we are looking for. (Note that the DDA shared it with the DCI/DDCI.)

3. The Staff will get in touch with you individually if they need additional data for the rest of the briefing. A reminder -- we will need the information on position shifts we requested in Reference B by 28 August.

4. The Office of Security (OS) is to take the lead in the 17 September briefing on counterintelligence/security countermeasures. The dry run will take place in 7C36 on 14 September at 1400. This should basically follow last year's format, emphasizing personnel security, operational countermeasures, the Interagency Training Center, acoustic shielded enclosures, and the PTPE program. The Staff will provide additional guidance to OS individually.

Attachments

- A. Comptroller Memo
- B. Major DDA 86 Accomplishments

cc: DA Office Directors wo/att

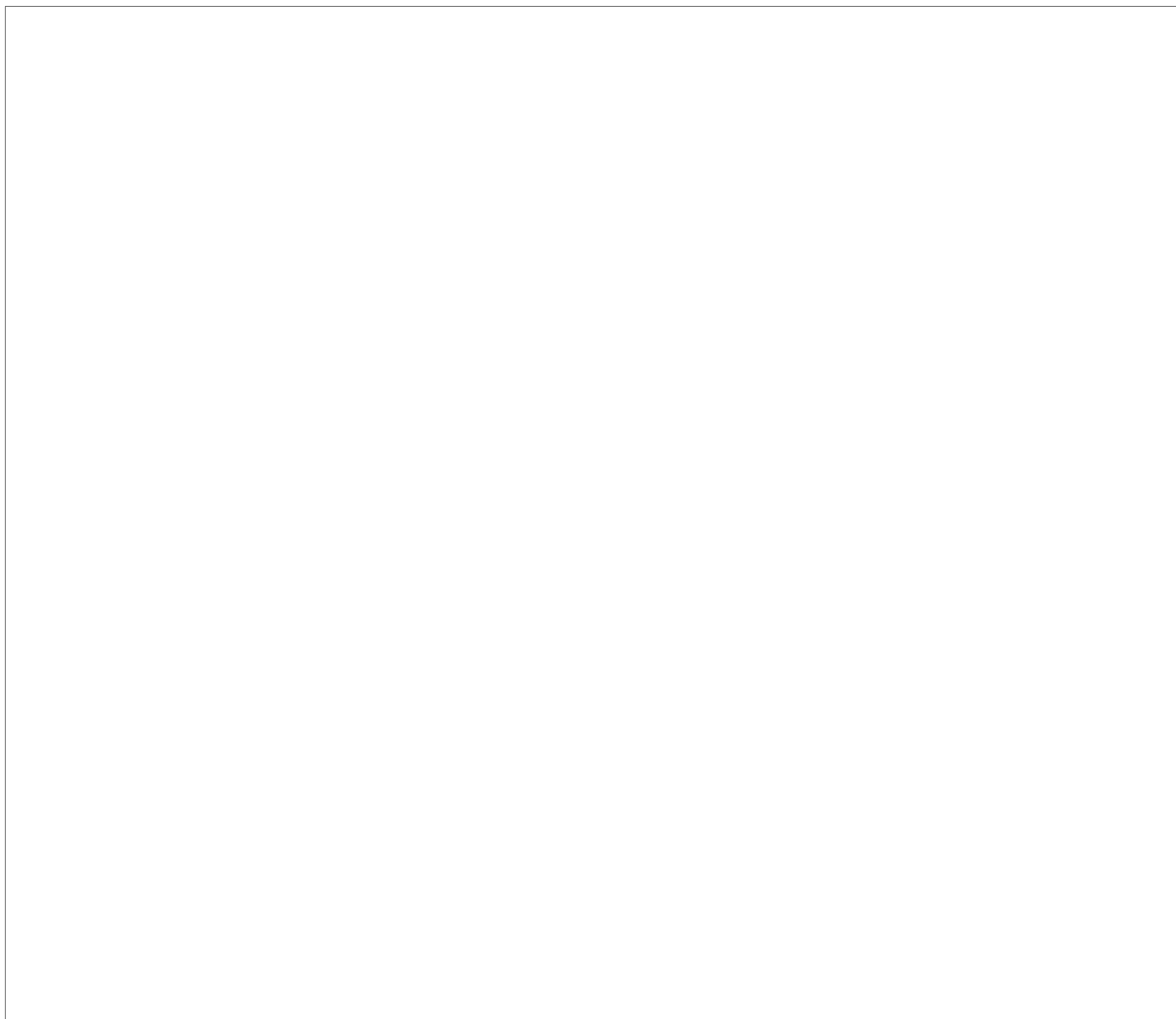
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S E C R E T

MAJOR DDA 86 ACCOMPLISHMENTS

ON AN OCCASION LIKE THIS I THINK IT IS USEFUL TO HIGHLIGHT SOME OF OUR
MAJOR 86 ACCOMPLISHMENTS. WE ARE PROUD OF THEIR DIVERSITY AS WELL AS THEIR
CONTRIBUTION TO THE OVERALL AGENCY MISSION.

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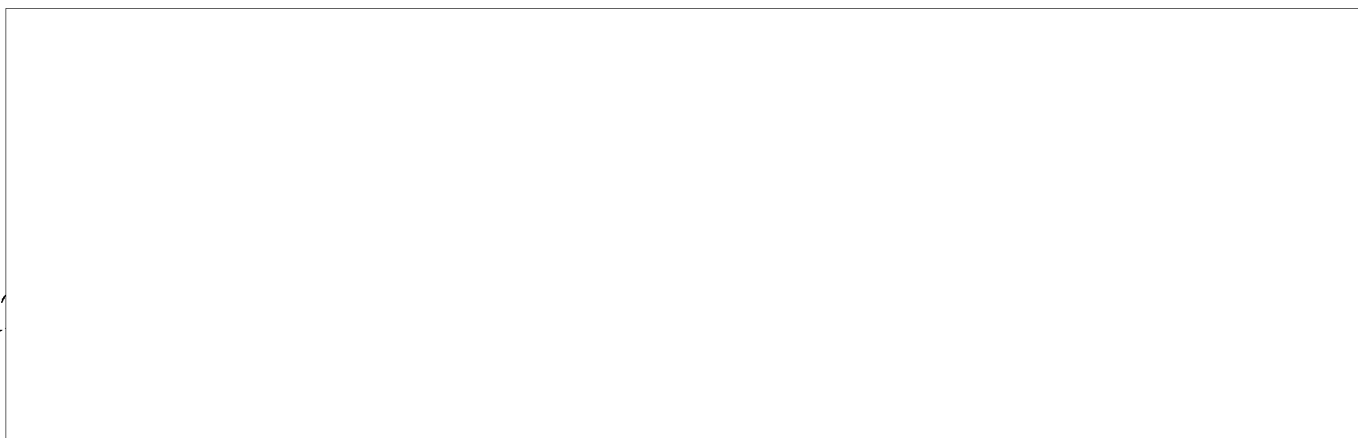
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S E C R E T

- DECREASED THE BACKLOG OF INITIAL FREEDOM OF INFORMATION ACT CASES BY 40 PERCENT, FROM 2,140 to 1,165.

- ACTIVATED THE RECORDS INFORMATION SYSTEM (TRIS), AN AUTOMATED DOCUMENT CONTROL SYSTEM, AND MADE IT AVAILABLE AT 58 CONTROL POINTS THROUGHOUT THE AGENCY.

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- IMPLEMENTED A NEW SECRETARIAL CAREER SYSTEM INCORPORATING JOB ENRICHMENT, ENHANCED TRAINING AND PERFORMANCE AWARD FEATURES.

- ESTABLISHED THE SOVIET REALITIES INSTITUTE, WHICH CONDUCTED 11 SEMINARS ON SOVIET ISSUES TO 304 STUDENTS.

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- OFFERED A TOTAL OF 350 TRAINING CLASSES ON 190 DIFFERENT TOPICS TO



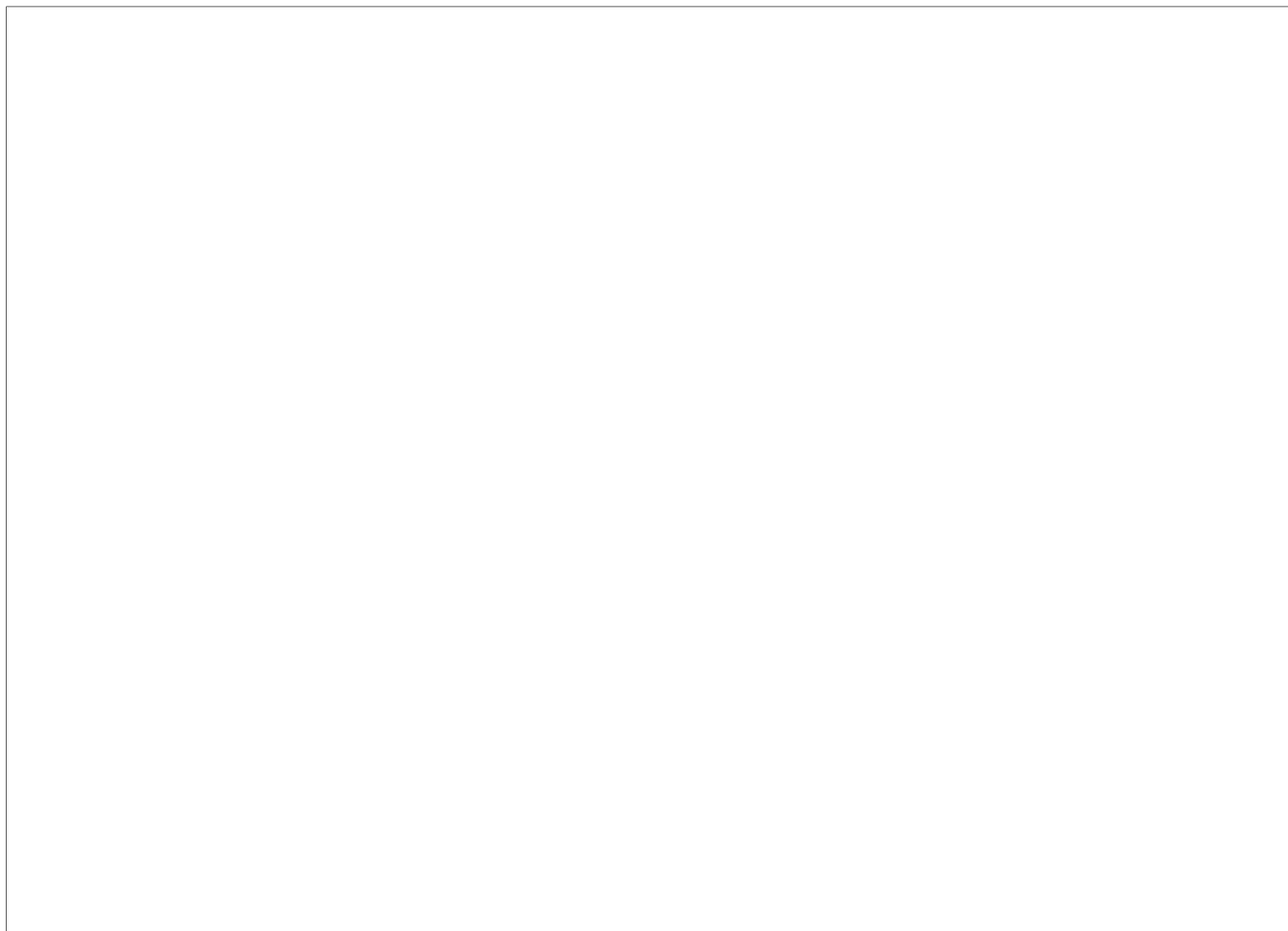
S E C R E T

- INCREASED THE NUMBER OF ON-LINE POLYGRAPH EXAMINERS FROM AND ESTABLISHED A NEW POLYGRAPH TEST CENTER TO HOUSE THE EXPANDED POLYGRAPH PROGRAM AND POLYGRAPH SCHOOL.

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- UPGRADED THE CRISIS COMMUNICATIONS CENTER TO PROVIDE DATA, AUDIO AND VIDEO COMMUNICATIONS SUPPORT TO HANDLE MORE THAN ONE CRISIS SITUATION SIMULTANEOUSLY.

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S E C R E T

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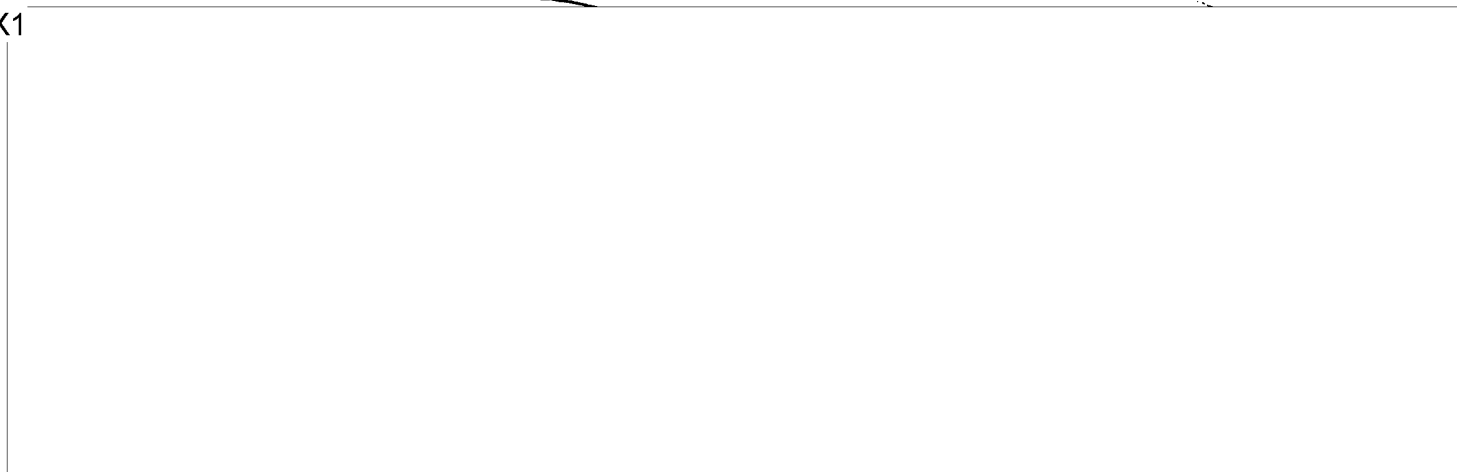


✓ 76
° AVOIDED OVER \$5 MILLION IN COSTS BY USING GOVERNMENT DISCOUNT FARES FOR DOMESTIC TRAVEL AND FOREIGN CURRENCY FARING ON FOREIGN TRIPS.

° OBTAINED AUTHORITY FOR THE INTERNAL ADMINISTRATION OF ALL AGENCY RETIREMENT PROGRAMS IN CONJUNCTION WITH PASSAGE OF THE FEDERAL EMPLOYEES RETIREMENT SYSTEM ACT OF 1986.

✓ 66
° RECEIVED THE IRON WORKERS EMPLOYERS ASSOCIATION OF WASHINGTON, D.C. "BUILDING OF EXCELLENCE AWARD" FOR THE NEW HEADQUARTERS BUILDING.

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° PRODUCED THE FIRST EMPLOYEE BENEFITS STATEMENT FOR ALL AGENCY EMPLOYEES DETAILING INDIVIDUAL BENEFITS.

like this

S E C R E T

S E C R E T

• REVIEWED DURING THE START-UP YEAR OF THE HISTORICAL REVIEW PROGRAM, APPROXIMATELY 83 FEET OF RECORDS CONCERNING PREDECESSOR ORGANIZATIONS AND THE U-2 PROGRAM. APPROXIMATELY 11 FEET OF THESE FILES WERE IDENTIFIED FOR DECLASSIFICATION OR SANITIZATION FOR RELEASE TO THE NATIONAL ARCHIVES AND RECORDS ADMINISTRATION.

DOCU:1535B

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